

**Minutes of the Planning Commission Regular Meeting of Tuesday, June 6, 2017  
Council Chambers, One Twin Pines Lane, Belmont, CA**

**ROLL CALL 7:00 P.M.**

Planning Commission members Present: Majeski, Hendrix, McCune, Goldfarb, Simpson, Meola, Mates

Planning Commission members Absent: None

Staff Present: Community Development Director de Melo, Principal Planner DiDonato, Senior Planner Gill, and Executive Assistant Plut.

**PLEDGE OF ALLEGIANCE**

Led by Chair Mates

**COMMUNITY FORUM ON ITEMS NOT ON THE AGENDA**

Max Reinhardt, Real Estate Agent, stated that his comments made at the April 18th, 2017 meeting were not reflected in the Draft Meeting Minutes. Executive Assistant Plut noted that these comments were outlined in the Draft Meeting Minutes on the last page.

**COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS**

City Council Meeting of June 13, 2017 - Commission Liaison Commissioner Hendrix and Alternative Commissioner McCune.

**CONSENT CALENDAR**

**Commissioner Meola indicated that she would vote no on the minutes of May 16, 2017**

- A. Draft Planning Commission Meeting Minutes – April 18, 2017
- B. Draft Planning Commission Meeting Minutes – May 2, 2017
- C. Draft Planning Commission Meeting Minutes – May 16, 2017

**ACTION:** On a Motion by Commissioner Goldfarb, Seconded by Commissioner Majeski to adopt the Consent Calendar except for item C.

**MOTION PASSED 6/1 (Meola No)**

Commissioner Meola requested an amendment to the May 16, 2017 meeting minutes. She was present at the meeting but the minutes did not reflect her attendance. If this amendment is made, she will vote to approve the Consent Calendar.

**ACTION:** On motion by Commissioner Goldfarb, seconded by Commissioner Majeski, to adopt the Consent Calendar, as amended.

**MOTION PASSED 7/0**

**PUBLIC HEARINGS**

**2130 Ralston Avenue -To consider a Conditional Use Permit and Design Review to install three antennas and ancillary equipment for the subject property under streamlined review**

**pursuant to Section 6409(a) of the Middle Class Tax Relief Act of 2012. Appl. No: PA2017-0015 APN: 044-274-120; Zoned: E-1 (Executive Administrative).CEQA STATUS: Categorically Exempt, Section 15303, Class 3(e).**

Chair Mates polled the Commission for ex-parte communication regarding the project; Commissioners indicated that site visits were conducted but no ex-parte communications were made. Commissioner Meola recused herself from the hearing based on a proximity conflict. The City Attorney indicated that Commissioner Meola did not have a basis of recusal.

Senior Planner Gill provided information regarding the project; he recommended that the Commission approve the application since there is no administrative way to handle such 6409(A) requests. He stated that there are not Radio Frequency issues per Federal regulations and that trees are screening the equipment. He stated that this is new equipment from the same company and no old equipment is being left at the site. He noted that staff recommends approval of the application.

Chair Mates opened the Public Hearing.

Applicant Jenessa Guerra for Forza Telecom & T-Mobile concurred with staff's recommendation.

Chair Mates closed the Public Hearing.

**ACTION:** On a Motion by Commissioner Goldfarb, Seconded by Commissioner Majeski to allow modifications for a Conditional Use Permit to an existing T-Mobile site at 2130 Ralston Avenue (Appl. No: PA2017-0015)

**Passed 6/1 (Meola abstain)**  
**Resolution 2017-17**

### **6-8 and 10 Davis Drive**

**Annual review and consideration of an amendment to an adopted Development Agreement that allowed for the construction of a private middle school. Appl. No. PA2017-0032 APN: 043-340-170 & 043-340-180; Zoned: PD – Planned Development CEQA STATUS: Environmental Impact Report (certified).**

Chair Mates polled the Commission for ex-parte communication regarding the project; Commissioners indicated that site visits were made but no ex-parte communications were made.

Principal Planner DiDonato described the applicant's request for an amendment to the Development Agreement. He provided background on the City Council's approval of the project in 2016. Improvements will be constructed this summer with the completion anticipated this fall. The South Road intersection work is anticipated to be completed by November. He stated that the applicant has encountered delays for construction of off-site traffic improvements required for their project that were outside of their control. Staff believes that the applicant has demonstrated a good faith effort to complete the off-site traffic improvements. The applicant provided construction bonds that will cover the full cost of the off-site traffic improvements for the project. He provided a timeline for each of the traffic improvements if the amendment is approved, and described

potential penalties for not meeting certain deadlines. He noted that if the City Manager finds that the applicant's inability to complete the improvements by August 15, 2018 was caused by circumstances not in the applicant's control, the City Manager may reduce the penalty fee accordingly.

Discussion ensued regarding the coordination of the traffic improvements with other street projects on Ralston Avenue.

Commissioner Simpson requested the status of the obstacles that were previously encountered.

Commissioner Majeski mentioned that the school was going to spend over a million dollars on traffic improvements.

Commissioner Majeski inquired as to why CSUS would not just pay the fee. Attorney McClure (CSUS) responded that the condition had to be met before the issuance of the building permit.

In response to Commission Chair Mates' inquiry regarding the January 2018 deadline, Principal Planner DiDonato explained that the City Manager has the authority to extend the completion of improvements for up to eight (8) months.

Commission Chair Mates opened the Public Hearing.

Ms. Buckley with the CSUS Board of Trustees explained the delays to the project beyond the control of CSUS, including delivery of the signal poles and unforeseen design specifications review. She stated that the ribbon cutting will be in late August.

Commissioner Meola requested a future agenda discussion on traffic conditions of Ralston Avenue. Delays that have been caused by the city should not be held against the school.

Commissioner Simpson expressed concern regarding potential increased traffic in the area.

Commissioner Hendrix stated that the school has taken steps to reduce the amount of traffic in the area.

Chair Mates supported the school but requested future updates on the project, including deadlines.

Commission Chair Mates closed the Public Hearing.

**ACTION:** On a Motion by Commissioner McCune, seconded by Commissioner Simpson to adopt a resolution Approving Annual Review and an amendment to an adopted Development Agreement that allowed for the construction of the private middle school, (CSUS) (App. No. PA2017-0032)

**Passed** 6/1 (Majeski No)

**Resolution 2017-18**

### **OTHER BUSINESS/UPDATES**

Community Development Director De Melo described the Annual Capital Improvement Program (CIP) and its consistency with the Belmont General Plan. He explained the vetting and review process for each capital project contained in the Budget.

**ACTION:** On a motion by Commissioner Goldfarb, seconded by Commissioner Simpson, to adopt the Annual Capital Improvement Program (CIP).

**Passed 7/0**

**Resolution 2017-19**

Community Development Director de Melo provided updates on various projects under way within the City of Belmont. He noted that the Tree Ordinance is scheduled for the June 27 Council meeting.

**ADJOURNMENT:** at this time being 8:10 P.M.

Jozi Plut  
Executive Assistant

Meeting televised and web streamed.